

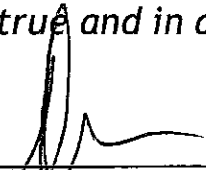


Denali Commission
510 L Street, Suite 410
Anchorage, AK 99501

907.271.1414 tel
907.271.1415 fax
888.480.4321 toll free
www.denali.gov

Denali Training Fund Quarterly Progress Report

Funds for this project are provided by the USDOL and the Denali Commission and managed,
in partnership, by the Alaska Department of Labor and Workforce Development.

Name of Organization: Cape Fox Heritage Foundation
Name of Project: Denali Training Fund Grant File No. 7-206
Reporting Period: April 1, 2008 through June 30, 2008
Contact Person: David Landis
Contact Number: 907-225-5163 Email: dlandis@capefoxheritage.org
Expenditures to date: \$997,955.39
Certification: I certify that the information in this report is current, correct and true and in accordance with the terms and conditions of the agreement.
Signed by:  Dated 7-15-2008

1. In a few sentences, please describe the scope of your project:

The Cape Fox Heritage Foundation's concept is to develop a pool of potential employees from southern southeast Alaska to work in a Saxman-based, regional Multi-Use Technology Training Center.

We have sought out private partner companies who have created jobs and trained workers in our leased facility and with our purchased equipment. A permanent facility has been designed and will be soon be under construction.

Intensive case management of employees who are being trained on-the-job is emphasized in this model, including guidance through a progression of skill levels and steps on individualized career ladders.

2. Project Activities for this Reporting Period:

Describe the grant activities that happened during this report period. Include planning, advertisement and/or training performance that occurred this quarter? List any accomplishments achieved. (Attach advertisements if applicable)

PERSONAL SERVICES

Staff members working: Project Manager; Accounting Technician; Case Manager, Training/Case Manager, Trainer.

Of note during this reporting period: Staff have begun the transition from a grant-funded position to being supported by internal and external resources. This transition has been designed to maintain the current level of case management and oversight going forward with this program. To accomplish this task, increased financial participation by partner companies in terms of lease rates and percentage of position funding is being negotiated and put into effect. The staffing level within case management will drop by 1.0 FTE starting 07-01-08, but this staffing change is a function of temporary summer job opportunities rather than a functional change in the way the program is being operated.

GENERAL AND ADMINISTRATIVE

With increased exposure, community members have increasingly become interested in the Tech Center's plans and opportunities going forward. Several well-qualified job seekers having experience in training aspects of high tech industries have stepped forward and shown intense interest in being part of the project. These occurrences are precisely the path that we had hoped the Center would take - with a well designed facility and training program attracting the best and brightest to participate in training and employment for the local workforce.

The grant to Cape Fox Heritage Foundation for the Multi-Use Technology Training Center that was submitted to the Alaska State Legislature as a community priority project for Ketchikan/Saxman was included in the package of capital projects that Governor Palin signed. (see attached notification from the State of Alaska) Given the Governor's well-publicized criticism of funding projects that are not a direct state responsibility, this grant approval is seen as an endorsement of the Technology Training Center's concept viability. Furthermore, the Governor has repeatedly stated that she would only consider funding projects that had been properly vetted and listed by the communities that they served as being community priorities, so this is an additional way that the Tech Center has been endorsed.

DOCUMENT MANAGEMENT CENTER (DMC) PROGRAM DEVELOPMENT

The DMC continues to train 8 individuals working in a variety of jobs. We are currently contracting with 5 businesses for DMC services.

An expected joint project with the Ketchikan Indian Community utilizing the DMC has not yet advanced beyond the planning stages. Seasonal workforce variation may be playing a role in this matter, since many of the workers that were anticipated for this

project may be currently seasonally employed or under-employed. Discussions with KIC will continue.

As the transition from grant funding to self-funding progresses, additional contracts at higher rates will be sought. Being pleased with the results, one of our partner companies has indicated that these higher rates are acceptable

GEOGRAPHIC INFORMATION CENTER PROGRAM DEVELOPMENT

The GIS program fieldwork season has arrived, and the main obstacle has been the weather. A late spring, cold weather and unseasonably constant rain have contributed to our slower-than-anticipated start.

The planned additional helper/driver will also join the crew later in the summer to add mobility and maximum use of field time by the trainees.

Additional time in the office for the field crew has been productive in advancing the planning for expansion into field sites that are farther from Ketchikan, and the road system. A request from the crew for additional resources in terms of off-road transport (land and water) has been received and will be considered for future funding, perhaps as grant-funded equipment requests to various agencies that support training and employment.

3. Scheduled Project Activities/Important Dates for next quarter:

Describe your planned activities and training for next few months. Please include important dates like graduation, site visits, travel, job fairs, etc.

Activities:

MUTT Open House - TBA.

Additional site visit(s) by Denali/DOL staff

Hosting a variety of community and political leaders from throughout the state, preparing for the Alaska Municipal League Conference in the fall.

Advocate for training and capital project funds with the Governor's office, especially to keep the current legislative budget amount intact and free from veto by the Governor's office.

Ongoing training described in narrative above.

4. a. How many are in your training program during this reporting period?

11. (see table below)

b. How many people have been trained and/or certified to date from this grant?

(Please complete form below.)

5. Please list complete the list by putting the community to which each individual trained is from, the type of training and certification, the graduation date and who will employ them upon completion of training.

<i>Community where trainee lives</i>	<i>Type of Training Service</i>	<i>Type of Certification to be earned/learned</i>	<i>Dates of training</i>	<i>Graduation Date</i>	<i>Employment commitment after training is complete</i>
Huntsville, Alabama	Electronics	ISO 9001, ANSI-J	01-07-06 - present	Ongoing OJT	MITI or NLCF, LLC, Ketchikan Alaska (current employment SESI, Huntsville)
Saxman, Alaska	GIS/GPS	UAS-SE Certificate(s)	01-03-07-present	Ongoing OJT	Cape Fox Lands, (Borough)
Ketchikan, Alaska	GIS/GPS	UAS-SE Certificate(s)	01-03-07-present	Ongoing OJT	Cape Fox Lands, (Borough)
Saxman, Alaska	Doc. Mgmt.	Possible	05-01-07-present	Ongoing OJT	GIC Management
Saxman, Alaska	Doc. Mgmt.	Possible	05-01-07-present	Ongoing OJT	GIC Management
Saxman, Alaska	Doc. Mgmt.	Possible	05-01-07-present	Ongoing OJT	GIC Management
Saxman, Alaska	Doc. Mgmt.	Possible	08-01-07-present	08-01-08	MPF, LLC
Ketchikan, Alaska	Doc. Mgmt.	Possible	08-01-07-present	08-01-08	MPF, LLC
Saxman, Alaska	Doc. Mgmt.	Possible	11-15-07-present	Ongoing OJT	None yet, employed while training
Ketchikan, Alaska	Doc. Mgmt.	Possible	11-15-07-present	Ongoing OJT	None yet, employed while training
Ketchikan, Alaska	Doc. Mgmt	Possible	03-01-08	Ongoing OJT	None yet, employed while training

Please copy and use another sheet if you need more spaces.

6. Please identify any problems or changes in your training project that will affect the budget, scope or timeline of the project. Is your training on schedule? What are the reasons for any difficulties or delays? Are you over budget/under budget? Have you had to change the initial scope?

Please provide an explanation to this change and your resolution to the variance.

The permanent MUTT facility is on track for re-bid and notice to proceed to a general contractor on or before September 28, 2008, which is our EDA deadline. As has been

previously reported, the project originally went to bid on the 14th of January 2008, but when the bids came in, they were almost \$500,000 higher than expected.

Consequently, we chose to "value-engineer" the plans by discussing potential cost-savings with the three bidding firms. EDA indicated that this was an acceptable practice, and several suggestions that were made have been incorporated into the re-tooled design. The Cape Fox Board of Directors recently restated their commitment to this project in the strongest possible terms, and directed that the work be continued and the facility be constructed according to all deadlines.

The training is on schedule, but we currently have only just above the minimum number of trainees that were identified in our Denali application (11). As stated in a previous section, there will be a temporary and minimal dip in both the employee and trainee roster as we are in transition, but immediately thereafter we have several large projects expected to come through the interim facility and the existing contracts will be gradually renegotiated to produce increased operational revenue.

The grant funding is slightly under budget, and was completed as of June 2008.

7. How are you or will you be evaluating the individuals being trained to ensure competency, skill level and understanding? (Testing, assessment, etc)

The case management process is a process of continuous evaluation. Trainees are coached and counseled on a daily basis, with weekly group wrap-up sessions and formal performance evaluations at regular intervals (typically bi-monthly). Sections of the performance evaluation address the areas of competency, skill level and understanding.

8. Please identify areas that we can assist you in the future.

We will continue to address this question in staff meetings and with the CFHF Board of Directors.

Nothing at the present time.



STATE OF ALASKA
DEPARTMENT OF
COMMERCE
COMMUNITY AND
ECONOMIC DEVELOPMENT

Division of Community Advocacy
Grants Section

Sarah Palin, Governor
Emil Notti, Commissioner
Tara Jollie, Director

June 12 2008

Cape Fox Heritage Foundation
Bruce Borup Director
PO Box 8558
Ketchikan AK 99901

RE: FY-2009 Designated Legislative Grant 09-DC-130

Dear Mr./s. Borup:

I am pleased to notify you that **Cape Fox Heritage Foundation** has been appropriated a FY-2009 Designated Legislative Grant per AS 37.05.316 for the purpose of **Cape Fox Heritage Foundation Technology Training Center**. The amount of State funding available for this grant is **\$52,814.00**.

In order for the grant funds to be released, you must enter into a grant agreement with the Department of Commerce, Community & Economic Development for this project. Please provide the following information at your earliest convenience via mail, fax or email:

1. **Brief project description** that explains how the grant funds will be utilized.
2. **Federal Tax Identification Number**, which is necessary for accounting purposes.
3. Name and title for the **highest-ranking official** who is authorized to execute the grant agreement and other grant documents.
4. **Contact information** including name, title, telephone/fax numbers and email address (if any) for the person who will be administering this grant.

Upon receipt of the above, I will prepare and send the Grant Agreement for signature. If you have any questions, please contact me at (907) 465-4731. Congratulations on this grant award! I look forward to working with you to ensure the success of this project.

Sincerely,

Robin Park
Grants Administrator II